



# KELMS User Group

March 28, 2018



# Agenda

- Welcome & Opening Remarks
- Talent Management
- *KELMS & CSOD*
  
- ODET Training & CSE

*Chris Johnson*  
*Robbie Perkins*  
*Jessica Perry*

**Beth Cram**



# Cornerstone



# Welcome & Intro – Chris Johnson

- Where we are (KELMS) vs. Where we're going (Cornerstone product)
  - Look and feel/functionality
  - Training catalog and course availability
  - Employee Registration and supervisor approval
  - Cyber U
  - What's the "Why"?
- Challenges/Opportunities
  - Culture shift (role of managers, employee engagement, videos)
  - Training (TBD, online for employees and managers, classroom for administrators)
  - KELMS Blackout (TBD, likely beginning early June)
  - Standardizing content
  - Connect
- Continuous Engagement
  - KELMS User Group, ODET Staff, Project Director and Managers
  - Think about your internal processes—how can they be refined/improved
  - How do we 'sell' training and development
  - The Weakest Link...



# My Purpose

- Premier system- User Friendly
- No Course Codes
- No DSC Mailbox
- CyberU- will be apart of implementation- however not sure at this time the number of licenses.
- Single Sign on- When logged into PC you will have direct access to Cornerstone.



# My Purpose

- **Security Roles/ Assignments will be much easier.**
  - Training Administrator
  - Training Coordinator
  - Instructor
    - \* there will be more information to come regarding security roles\*
- **Assigning Training will be similar to what we currently have.**
- **Employees will be able to self register with manager approval.**



# My Purpose

- **Roll Out Date: July 1, 2018**
- **KELMS Downtime- Month of June**
- **Please continue KELMS clean up in preparation for Go live.**





# KELMS Clean Up- Jessica Perry

- Training for the Cornerstone System is set tentatively for the end of May and month of June.
- During the month of June, please note that you will need to print all rosters, prior to KELMS going down.

## Some General clean up items include..

- Adding start and end dates to all trainings
- All classes must have credit hours
- If a training is being entered as a Self Reported Training the course code must always be Self Reported
- Ensuring that all Training Coordinator/ Instructor Listings are updated with
- Facility and Location clean up



# KELMS Clean Up- Jessica Perry

- Please review all waiting lists, and ILT rosters to ensure that all user completions have been recorded.
- If a user did not attend a training session, please mark these as canceled or no shows.
- There should be no past training that has a waiting list with users enrolled.



# KELMS Clean Up- Inactivating ILT Classes– Jessica Perry

- Marking a class inactive helps to keep the system cleaned up, by moving an ILT class to an inactive status it helps to narrow down the list of activities that are shown on the Learning activity page.
- Marking classes inactive DOES NOT remove them from a Learner's Transcript, all of the credit information will remain the same.
- In preparation for the new LMS it is important that we clean up as many classes as possible, please review your agencies trainings and mark any past date offering as inactive.



# KELMS – Jessica Perry

- **ODET Website**

- The ODET Website is a great tool.
- You can find a full ODET Training Schedule, resources for KELMS, and a listing of Training Coordinators for each agency.
- <https://personnel.ky.gov/Pages/ODE-Training.aspx>



# iSTEP

- **2 Current offering in KELMS for iSTEP**
  - **Personnel and Non-Personnel Offering**
- **Required completion date for iSTEP will be**
- **If there are any problems please contact Erica Toles**



# ODET Training and CSE

- **Staffing Changes**
- **Upcoming Workshops at the Parks**
- **eLearning Solutions**
- **ADA Accommodations**
- **CSE Update**
- **What to do for ODET Classes during blackout dates.**



# Questions?

<https://personnel.ky.gov>

